

DUCKWORTH
CONSULTING

1934 WILSON AVENUE, ARCADIA, CALIFORNIA 91006-1744

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June 4, 2012

Mr. Eugene Van Cise
Office of the City Clerk
City of Los Angeles
200 Spring Street, Room #237
Los Angeles, CA 90012

Re: Invoice for Professional Services for Melrose Village PBID (C-119223)

Dear Mr. Van Cise:

This invoice for professional services from February 4, 2014 to the date shown above is being submitted pursuant to the agreement between the City of Los Angeles and Duckworth Consulting for services on the Melrose Village PBID project. The invoice totals \$11,177.50 and includes the following:

- Deliverable 3 – MDP - \$6,049.75 (1/2 of total)
34.5 hrs prof. services – Donald R. Duckworth @ \$175/hr - \$6,049.75

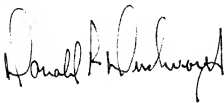
Submitted in support of this Invoice are the following:

- A copy of the final Management District Plan (MDP) and Engineer's Report has been submitted to the City Clerk's Office under separate cover.

Please remit payment to: Duckworth Consulting at the office address reflected above.

If there are any questions, let me know. Thank you for your prompt consideration of this invoice.

Sincerely



Donald R. Duckworth
Principal

"WELROSE VILLAGE" BID FORMATION PROJECT

Date	457 14 Rev.	Task	\$10,000.00 Task 1 Feasibility Study	\$10,000.00 Task 2 Database	\$10,000.00 Task 3 MVP & Eng's Input	\$10,000.00 Task 4 Pavilion Dome	\$4,000.00 Task 5 Ballot Drive	\$20,000.00 Task 6 Proof of Non-Profit Status	\$20,000.00 Task 7 Initial Implementation	\$50,000.00 Task 8 Final Implementation
4/30/2011	8.00	Initial map review & revision. Coordination w/ Kenzie Manson. Downloaded APN parcel map pages. Database setup. APN data analysis. Format HCD data.	6.00	2.00						
8/30/2011	2.50	Final inspection of target area -	2.50							
8/10/2011	8.00	Database setup & analysis.	6.00	2.00						
8/11/2011	8.00	Finalize & submit B for Council Review	2.00	6.00						
8/16/2011	4.00	Refine CDE w/ data refinements.	4.00							
8/16/2011	4.00	2nd floor area database refinements.		4.00						
8/22/2011	4.00	2nd floor data refinements.	4.00							
8/22/2011	4.00	Prepare Agenda & notice for Malrose Village Property Owners Meeting.	4.00							
8/22/2011	4.00	Participate in Malrose Village Property Owners Assn Mtg.	4.00							
8/22/2011	5.50	Draft Feasibility Study	5.50							
8/25/2011	8.00	Draft Feasibility Study	8.00							
8/27/2011	5.50	Draft Feasibility Study	5.50							
8/28/2011	6.00	Final draft Feasibility Study; copies & binding; distribute to CC & MPVCA.	6.00							
9/11/2011	2.00	Prepare letter to Paul Krantz recommending capital improvement project for Malrose area.		2.00						
9/26/2011	2.00	MPVCA BD Mtg prep; packet prep; capital improvement letter revised and sent.		2.00						
9/27/2011	4.00	Prep for & participation w/ MPVCA BD Mtg. Prep for Nov 1 property owners mtg.		2.00	2.00					
9/28/2011	4.00	Database transfer of individual owner contact info.		2.00	2.00					
10/27/2011	3.50	Prepare for MPVCA Bd Mtg.		2.50	1.00					
10/29/2011	3.00	Prepare for & participate in MPVCA Bd Mtg.; prep for 2nd open property owners mtg.			3.00					
10/29/2011	1.50	Mtg w/ Faircliff HS Principal, et al w/ Dany.			1.50					
11/3/2011	6.00	"City Pictures" video presentation preparation.				6.00				
11/6/2011	4.00	Preparation for open property owners meeting on Nov 14.				4.00				
11/7/2011	5.00	Preparation for property owners mtg & handout materials.				5.00				
11/19/2011	4.50	Preparation for property owners mtg; binder preparation; prepare for property owners mtg; prepare for property owners mtg; prepare for property owners mtg; prepare for capital improvement program; contact w/ Brandon Olney re logo rules; mtg presentation prep.			2.25	2.25				
11/14/2011	8.00	Preparation for & participation in property owners mtg.				4.00				
11/23/2011	4.00	Draft MGP				4.00				
11/24/2011	6.00	Draft MGP				6.00				

"MELROSE VILLAGE" BID FORMATION PROJECT

4/27/14 RHS	Date	Task	Task 1 Feasibility Study	Task 2 Databases	Task 3 MOP & Eng's Reg'd	Task 4 Petition Drive	Task 5 Ballot Drive	Task 6 Proof of Non-Profit Status	Task 7 Initial Implementation	Total
1/27/2011	4.00	Draft MOP	\$6,000.00	\$6,000.00	\$12,000.00	\$10,000.00	\$4,000.00	\$20,000.00	\$20,000.00	\$100,000.00
1/27/2011	3.50	Draft MOP								
1/27/2011	2.00	Mtg w/ Council & Associates re BID formation support.								
1/27/2011	6.00	Draft ER								
1/27/2011	6.00	Draft ER								
1/27/2011	4.00	Finalize MOP / ER Package								
1/27/2011	2.00	Respond to City's boundary question.								
1/27/2011	2.50	Mtg w/ Division 8, Temple Church, Productions re logo, field work re Petition, Letters, & Hydrant								
2/10/2012	2.00	Mtg w/ John Carroll re BID formation & implementation.								
2/22/2012	3.25	Prepare for a participant in joining in Mtg w/ Davis & Don W								
2/22/2012	2.00	Meeting w/ City Clerk's Office to review MOP/ER comments.								
2/22/2012	5.00	MOP / ER legal description revisions.								
2/22/2012	4.00	Prepare for a participant in MOP/ER Ballot re logo, branding, Petition Drive, MOP/ER								
3/2/2012	2.00	Prepare for a participant in Fresh & Easy Mtg.								
3/2/2012	1.00	Media District research of boundaries.								
3/2/2012	4.00	MOP / ER revision								
3/4/2012	2.00	MOP / ER revision								
3/5/2012	3.50	MOP / ER revision								
3/6/2012	4.00	Planning for Petition Drive								
4/10/2012	2.00	Met City West Neighborhood Council re BID formation process & P&E								
4/13/2012	2.50	P&E conflict resolution								
5/11/2012	4.00	Redraft 2 zone MOP / ER								
5/13/2012	4.00	Redraft 2 zone MOP / ER								
5/13/2012	4.00	Redraft 2 zone MOP / ER								
5/13/2012	2.00	Prepare for a participant in Petition Drive Kickoff Mtg								
5/27/2012	2.00	Petition prep & email distribution								
5/28/2012	1.00	Petition prep & distribution: contacts								
5/31/2012	2.00	Petition prep & distribution: contacts								
6/1/2012	2.00	Television of P&E, Fremont, Ardenwood, Div 1, Div 2, John.								
6/1/2012	1.00	PDF prep:								
6/4/2012	0.50	Final corrections for MOP & ER								
6/4/2012	1.00	Hope Lutheran Church & Fremont Petitions								

"MELROSE VILLAGE" BID FORMATION PROJECT

Date	4/27/14 Rev.	Task	13,000.00 51.43 Feasibility Study	\$5,000.00 23.57 Task 1 & 2 Disturbance	\$12,000.00 68.07 MGP & Edge's Report	\$10,000.00 57.14 Pavilion Drive	\$4,000.00 22.86 Baldwin Drive	\$20,000.00 114.29 Pond of Non-Profit Status	\$20,000.00 114.29 Initial Implementation	\$50,000.00 257.14 TOTAL
	218.75	210.75	51.50	28.50	68.75	71.00	0.00			218.75
PAYMENT		Invoice #1 September 11, 2011 Rec'd September 20, 2011	51.50							
PAYMENT		Invoice #2 February 4, 2012 Rec'd		28.50	34.00					
PAYMENT		Invoice #3 June 4, 2012 Rec'd			34.67					
PAYMENT										